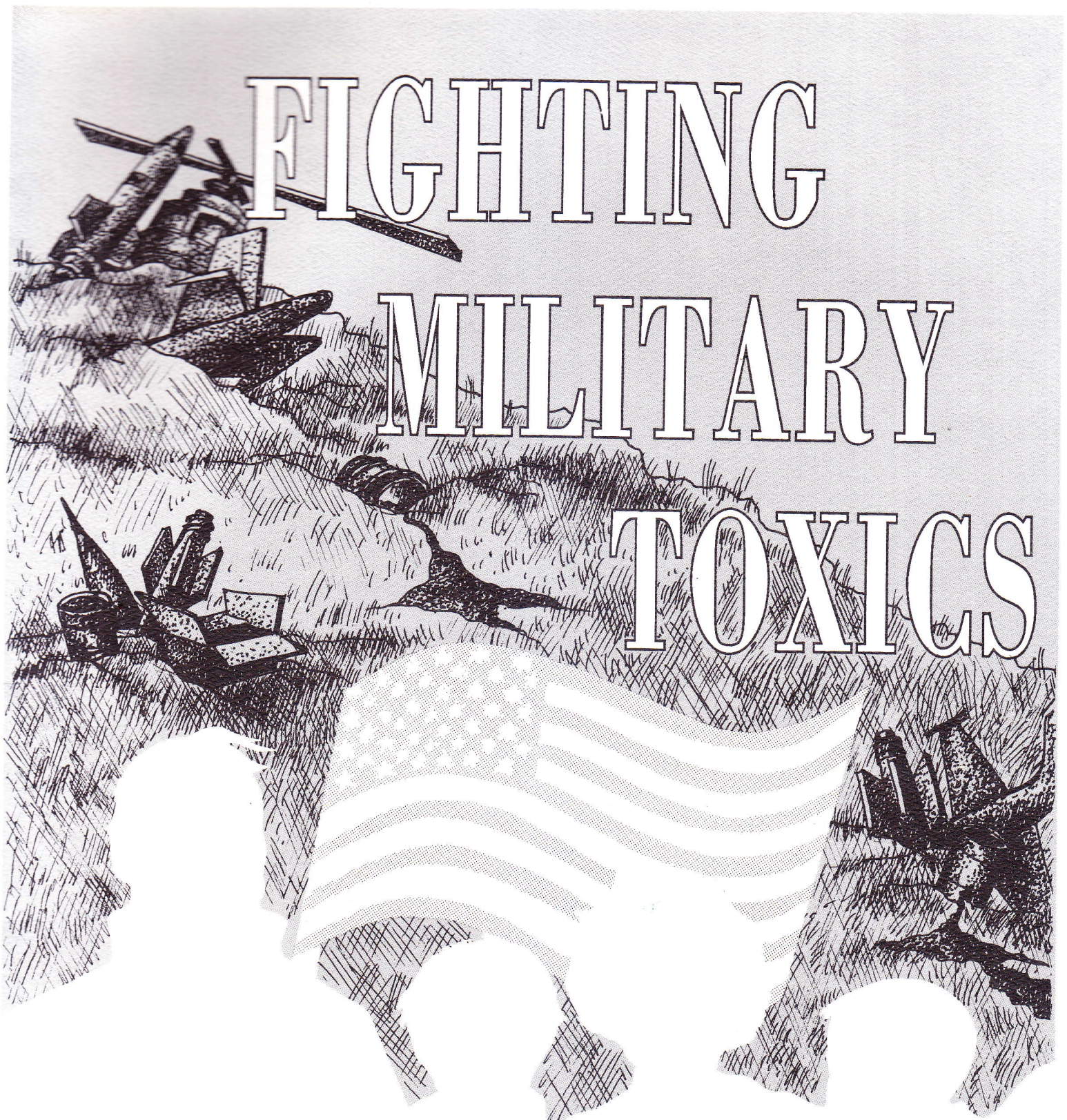




FIGHTING MILITARY TOXICS

A Citizens Organizing Manual

National Toxic Campaign Fund

Fighting Military Toxics

A Citizens's Organizing Manual

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Part One: OVERVIEW

Is your health or environment endangered by pollution from a military facility?

Nationwide, the public and the environment are being poisoned in the name of national security. In most cases, the victims are dangerously unaware. Toxic materials from U.S. bases and contractors cause a wide range of medical problems, including cancer, birth defects, allergies, immune system suppression, asthma, and nervous disorders. From improperly handled solvents and gasoline, to obsolete explosives and nerve gas, toxic chemicals are a ticking time bomb at military facilities.

Since World War II, the U.S. military has used and disposed of a huge amount of toxic materials. The military is, in fact, our nation's single largest polluter. Military bases and defense contractors are responsible for some of America's worst Superfund sites.

While much has been written and done about toxic waste cleanups in general, military facilities pose special challenges and concerns for neighbors. Military secrecy based on claims of national security may interfere with your ability to gain information essential to your neighborhood's security. Even where "national security" is not a problem, the Pentagon's cumbersome and complex bureaucracy may make it difficult for you to gather important data and move into action.

Legal principles applied by Pentagon lawyers have resulted in an especially poor history of environmental compliance at military bases. Since defense contractors are privately-owned companies, they remain directly regulated by state and federal environmental authorities. In contrast, military bases may often ignore federal environmental laws

and claim immunity from state and local laws, under the "federal enclaves" rule.

According to their latest environmental report, the Pentagon now admits to 14,401 toxic waste sites at 1,579 military installations across the United States. This is an average of almost 300 sites per state. Ninety-six of those installations have been put on the National Priority List (NPL), EPA's list of America's most dangerous toxic waste dumps, commonly called Superfund sites. Do you know where the nearest of these danger zones are to where you live? Do you know what is being done to clean them up, and prevent new poisoning of the air, water and land?

The **National Toxic Campaign Fund** is a grassroots environmental organization formed in 1983 to help local citizens clean up Superfund sites and prevent other toxic hazards in their communities. With the publication of this kit, NTCF is launching a new national project on military toxics, and activating a nationwide **Military Toxics Network (MTN)**. Grassroots activists who join the MTN will press the Department of Defense, and its contractors to get serious about cleaning up bases and facilities, and about preventing future environmental threats. This starter kit is designed to help citizens:

- ☐ Organize and start generating the political heat necessary to get toxic sites investigated and cleaned up, and prevent future environmental problems;
- ☐ Answer the question, "Who's responsible?";
- ☐ Learn how to find out what toxic chemicals are used, emitted, and disposed of at military facilities;

The kit will introduce you to basic organizing, research and information collecting techniques, and guide you through important federal regulations and programs. It will also aid your work and tell you what to do if your search for information is frustrated by stonewalling officials. A "report card" is included in the kit to help you identify key

questions and to grade individual military bases or military contractors for responsiveness to pollution problems, and to evaluate the generation and management of toxic wastes. The appendix lists the names and telephone numbers of key federal contacts.

As the Cold War has come to an end, a new definition of national security is emerging, one that assumes that defense of our environment is of paramount importance. Those community activists that use this kit to defend their families against military toxics are at the cutting edge of defining this new vision of "environmental security". They are the new heroes in the final battle of the Cold War -- the U.S. military's war against nature and the American people. We hope this starter kit gives citizens the necessary ammunition to wage this last battle.

“We're in the business of protecting your country, not protecting the environment.”

Colonel Norris, Commander of Harry Diamond Laboratory, Woodbridge, VA, quoted in CCHW, Dealing With Military Toxics (1987), p. 6.

Part Two: WORKING WITH THE MILITARY TOXICS NETWORK

Organizing against military toxics will require you to work together with other concerned citizens and organizations to gather information and influence change. The **National Toxic Campaign Fund** can be a big help to you. It has aided thousands of ordinary citizens concerned about toxics. We would like to know about the pollution problems in your community, help you with technical and organizing assistance, and link you with people around the country who face similar problems.

The NTCF can help you find the answers to important questions about both defense contractors and military bases, such as:

- ☐ Is the facility a small or large generator of hazardous waste? (We even have the exact amount generated by some facilities.)
- ☐ Where does the hazardous waste from the facility go?
- ☐ What federal environmental documents are available on the facility?
- ☐ Does the facility have a hazardous waste site, and if so, is there any indication of how bad it is?
- ☐ Is chemical X toxic, and what can it do to my family?

NTCF also has an independent non-profit laboratory for testing air pollution, water pollution and soil samples. Not only will NTCF help you directly, the information you share with us can be used to help Americans elsewhere facing similar problems. The building of a strong **Military Toxics Network (MTN)** will help all of us have a more informed and powerful voice, to make the military more environmentally accountable.

Part Three: ORGANIZING STRATEGIES

Virtually the only effective way to win your fight to cleanup a military base or defense contractor is to organize an effective campaign with your neighbors. So you'll need to do substantial political work in your area. Don't wait until you have gathered every scrap of information; start talking to your neighbors immediately. After all, more people can gather more information more quickly.

A citizen campaign is not necessarily limited by lack of money or experience. If the problem is serious enough for you to be concerned, you will almost certainly be able to enlist the aid of various allies. In addition to talking to your neighbors, you should immediately contact a reporter at the local newspaper, and write your congressperson about your concerns. These contacts will not cure the situation, but they will be very useful.

A. Goals

After you get a sense of the problem's scope, you should begin to formulate ideas for how to deal with that problem. Those who have dealt with toxic hazards in the past have found that there are four basic goals:

- ① The recognition of a citizen's right to know and the right to participate in environmental protection;
 - ② Timely, effective, complete and safe cleanup of past contamination and compensation for environmental and health damage;
 - ③ Active programs to reduce the use of hazardous materials and the generation of hazardous wastes;
-

- ④ Proper control of remaining hazardous materials and hazardous wastes, including proper emergency planning;

B. Issues

The key to any campaign is taking the goals and translating them into issues which will be undertaken one at a time. An issue is a problem with a solution. For instance, the problem may be that children and adults are swimming and fishing in a polluted pond. The short-term solution is putting up signs and a fence. The long-term solution is to clean up the polluted pond. A campaign strategy will address the simplest and most immediate problems and also include the largest, most long-term.

Successful issues must meet three criteria. They must be immediate, specific and realizable.

① By "immediate" we mean that an issue affects the self-interest of people in the community and it gets a gut reaction. It means the issue can be told in a way that gets people excited and angry.

② By "specific" we mean that an issue is reasonable and easily understood by neighbors; that it can be broken down into specific demands which can be met by the base commander and/or by city, state, or federal bureaucrats. Often issues will change in the course of a campaign. For instance, if the strategy includes a public hearing and the bureaucrats delay or refuse to grant one, the issue becomes getting the hearing. This fits our criteria; it's immediate because people are angry at being rejected; it's specific because what you want is simply a public hearing, and it is realizable because public officials are vulnerable when it comes to due process.

③ By "realizable," we mean that an issue can be resolved or won in a relatively short time period with a reasonable number of people. As stated above under "specific," in order to win it may be necessary to

break large issues down into demands which don't take great resources to accomplish.

As groups move from small victories to small victories, people gain confidence and add to their numbers as others see that something can be accomplished. Once this happens, it's on to bigger issues. One of the hardest things to determine about a "realizable" issue is weighing your strength against the opposition, or the cost of the solution. Ten people demanding a \$100 solution might win, while 10 people demanding a \$1 million solution will have trouble.

Determining the realizability of an issue, whether it be small or large, requires good research and strategy planning. The research will help you determine what's winnable, who can help you, and who'll hinder you. Every step of the way your findings should be transferred to concise, provocative fact sheets.

Research can be gathered through "people building" research actions. When information is needed, rather than gathering it over the phone or by letter, a committee of people can go directly to the source. Three or four people reviewing an issue with a bureaucrat can do wonders for building confidence. Also people will be more interested in the information because they got it themselves.

C. Organization

A campaign strategy is simply a plan of action. How do we go about getting what we want? For this we need people, lots of them; so the next step is how to build organization.

Building organization is primarily a job of recruiting, managing and focusing large numbers of people. This starts with yourself - a leader. You begin to build a following - a group of citizens like yourself who respond to your ideas and your requests to help solve a common problem. This can be done by visiting neighbors on your street, the next block and an adjoining neighborhood.

Also, you should begin to look around the community for people like yourself, local leaders, neighbors who are respected on the block and individuals who are involved in local churches, voluntary clubs and societies. With these people you build a relationship where you share your mutual concern for the problems, your hurt at people's suffering, your frustration and anger at what's happened and how nothing is being done to correct the problems. You share your vision of what things should be like in the community and how a democratic society works. As trust between community leaders develops, you talk about forming an organization to solve the problems.

It is necessary to build an organization so that large numbers of people can decide what they want to do. What we're talking about here is democratic process in which leaders representing neighbors and other church or club members come together to plan and make decisions for their constituents. When you have 10 people sitting in a living room, everyone can participate equally and get things done. When you have 60 people in a church base-ment all participating equally, you have chaos. Therefore, we develop steering committees and sub-committees for organizations. Leaders get information reports, plan strategy and discuss ways to get folks out to public meetings and events. The leaders work to get their decisions accepted by their constituents on a one-to-one basis and in front of citizens at public meetings.

D. Strategy

As the organization builds, leaders constantly talk with each other at the steering committee, out of which the campaign strategy begins to develop. How do we win short-term and long-term issues?

There are a number of elements to developing a good campaign.

❶ We have to decide who can help us by **adding strength to our numbers**. Here we're talking about looking at the self-interest of other

groups, individuals, politicians, labor and businessmen, who might gain by joining with us. Through a lot of listening, questioning and some talk, we weave their concerns with ours and build a relationship based on respect. They join us because of our interest in them, our grasp of the issue, our moral authenticity and our respect for them. At worst, they join us out of fear that they'll lose out if they sit on the sidelines or oppose our group.

A large part of increasing our organization's strength depends on understanding who these groups or individuals are, what they stand for or have done in the past and their vision of the future is. Some organizers say that in early stages of a campaign we can define small victories by adding an influential individual or group to the organization or coalition.

② Once we've lined up all the support and neutralized some of the groups and individuals who might oppose us, it's time to put together the details of our **strategy**. Since we're talking about military toxics, let's use the analogy of a military campaign. There are some general rules to follow:

Have a clear understanding of your weapons. We need in our arsenal information that is well understood and ready to be forcefully presented. This means plenty of supportive material, pictures and testimony to be displayed in the community or at hearings. Reasonableness, common sense, and the morality of your issue and demands are your best ammunition in a public battle. The Good Neighbor Agreement and/or the GREEFF report (discussed later) can be the heavy artillery. Also, press conferences and press events can provide constant bombardment when they're integrated into the action of a battle.

Know your enemy and know yourselves. If you're going on the base to talk with an officer in charge of environmental matters or the base commander, assess what they can do for you, to whom is he/she accountable, are they a family person, do they have kids in local schools, do they live on or off the base, how long have they been in

town, and when are they likely to be transferred? This information will help you know how to approach the person, what they have in common with you, and how you can win their support or agitate them, if you so desire.

Knowing yourselves is equally important. You need to be able to gauge how many people you can get to evening meetings, or daytime events. You need to know how hard they are willing to push. An ancient Chinese general once said, "know your enemy and know yourself, and you'll win all your battles. Know yourself and not your enemy and you'll win half your battles. Know neither yourself nor your enemy and you'll lose all your battles."

A campaign is an endless series of actions and reactions. You do something and someone reacts. You react to what that person did, they react to you, and so it goes. The point is this - getting what you want depends on calculating your moves or actions and anticipating the response of the opposition.

Generally people start out expecting cooperation from people they go to for information or with requests. If you get what you want, great. You've won that skirmish. If the reaction is negative, then how do you react? There are some who say that organizing begins when you've been rejected. That's because when you're put in the position to put up or shut up, you have to show more strength to get what you want, or move on to someone else who can help you.

The key to strategic planning is the hours spent figuring out next moves. If we say or do this, what's likely to be their response, and how do we respond to that reaction? Who do we go see - the boss? Do we come back with more people? Do we get them to a public meeting? If we're stonewalled at a meeting, how do we follow up? If people are going to stay with the organization when it's on the warpath, there always has to be the next move. "What do we do next?", people will say, and leaders better have some options in response.

As we develop our strategy, we have to classify our issues in various ways: short-term and long-term issues, easy-to-the-more difficult to achieve issues, and issues that need to be resolved before we can move on to the next set of demands. Also, it's wise if we have multiple routes for achieving objectives. For instance, if the base commander is uncooperative, do we put more pressure on him, or are there state or federal agencies that can be targeted to give us the same information or put pressure on the base commander?

③ The final step in the strategy process is to develop a **timeline**. This timeline should be flexible to account for difficulties in achieving particular objectives, yet spelled out in enough detail so that folks know what to expect.

A campaign plan is like a tall tree with big limbs extending from the trunk. The early stages are comparable to the root system. Initially, isolated information gathering and organization building takes place. As the campaign develops, the roots widen as more people get involved. The tree trunk represents a big meeting which frames the issues, and/or presents demands to the decision-makers. There may be two or three of these large meetings before the targets see that the group is serious and begins to appreciate its strength. So the trunk expands.

The limbs extended from the trunk represent the pursuit of different options or actions to bring pressure on unwilling bureaucrats. Then it's back to the trunk where the organization's strength and allies are brought to bear on a critical target.

E. Tactics:

With the campaign strategy in place, let's turn our attention to tactics. Tactics in a campaign are the day-to-day-decisions about how you're going to approach the events, meetings and research tasks you've set out for yourself and the group.

For instance, if you're going to approach the base commander to invite him to a public meeting, are you going to write him a letter, phone him, take a delegation to visit him, or a combination of all three? Tactics involve the thinking through of possible approaches, what the response to each approach might be, and how you will get the desired results.

When you're planning a public meeting, tactics are involved when you set up the hall, where you seat the invited decision-makers, and how questions and demands are put to them. Tactics also are involved when you plan to take a number of people to visit a bureaucrat who has refused to come to a meeting or didn't give you what you wanted at a meeting. How are you going to get to see him? Do you take signs? Do you try to get the press? Will you try his boss, if he stonewalls you? These are all tactical decisions and have to be thought through in the action - reaction mode which we discussed under strategic planning.

Remember, every action has a reaction. Even the way you handle a phone call should involve tactical decisions.

For example, a phone call needs to be made to get an appointment. Will it be solicitous or demanding? If you're denied or stalled, who calls back? How many people call back? Tactically it may be a good idea to have five people call back and get turned down. Then they'll have a stake in getting the appointment and will join an action if it becomes necessary. Getting turned down can be a positive thing if the response of your people is anger. Consequently, they may be willing to work harder and do more to gain their ends.

When all is said and done there is really nothing mysterious about building winning organizations. It involves a lot of common sense. It takes skills everybody uses when they want to change something in their church or local school. It takes courage and determination which we've all experienced at times of crisis. Finally, remember what a civil war general said after coming over a hill and seeing that the enemy had fled, "It occurred to me at once that he had been as much afraid of me as I of him. "

F. Specific Organizing Campaign Ideas

There is no single "right" way to organize a campaign. Every situation is different, based on the unique blend of contamination conditions, personalities, and politics of the local community. But here are some tried and true plans that have worked for some community groups.

PLAN ONE: THE GOOD NEIGHBOR AGREEMENT

The keystone of your campaign might be winning a Good Neighbor Agreement from the military base or contractor.

The Good Neighbor Agreement is a new strategy developed by the **National Toxic Campaign Fund** to help citizens negotiate directly with those people and companies responsible for creating environmental problems.

Many grassroots activists have come to believe that we can no longer rely upon state and federal agencies to protect our health and environment. We believe that environmental protection efforts in the 1990's must go beyond merely establishing strong federal and state programs. This is especially true in regards to the military, which has acted as if it were above even the minimal laws that exist to protect the public against toxic contamination.

As the new "environmental decade" opens, local activists are working to get companies and government facilities to open up their gates for citizen inspections, and to meet with residents to improve their environmental protection programs.

As far as the military is concerned, citizens may ask for "Good Neighbor" commitments from bases and contractors to:

- ➡ reduce toxic chemical usage and waste generation and to work toward a goal of zero discharge of toxic pollutants;
- ➡ provide funds for residents to obtain alternative water supplies (if their drinking/washing water is contaminated), and to hire their own technical experts to review the base's activities;
- ➡ establish comprehensive chemical accident prevention programs utilizing advanced measures identified by citizens;
- ➡ allow residents the right to inspect the facility and take samples of soil, water and waste;
- ➡ replace dangerous solvents leaking off the base with safe substitutes;

This Good Neighbor strategy will not completely eliminate the need for state and federal regulations, but will meet the need for stricter protection of health and the environment in communities.

As you wage your Good Neighbor campaign, the only groundrules are the limits of your creativity. The demands will reflect your local situation and your tactics will reflect what your group feels comfortable doing. What will make your campaign like so many others around the country is the principle behind it: that those people most directly affected by environmental threats should have a right to participate in decisions to reduce that threat. The Good Neighbor Campaign is, therefore, part of the great democratic tradition in America.

If you cannot get the targeted officials to sign a Good Neighbor Agreement, then you can try to win the same requirements and conditions through local, state or federal agency actions.

PLAN TWO: THE REPORT CARD, AN ENVIRONMENTAL EVALUATION OF FEDERAL FACILITIES (GREEFF)

As you gather information on the military facility, you will form some judgments about the facility's commitment to pollution prevention. The Grassroots Environmental Evaluation of Federal Facilities report card has been designed by NTCF's Military Toxics Network to allow citizens to:

- ➡ Ask key questions to get important information about the extent of pollution problems and controls at a Federal Facility (FF) or military contractor;
- ➡ Measure the responsiveness of a facility's managers to a pollution problem; and
- ➡ Evaluate the facility's generation and management of toxic wastes;

The **GREEFF Report Card** can help environmental activists monitor and publicize "pluses" and "minuses" at individual federal facilities and help shape the areas where the federal facility needs to negotiate with you. The Report Card can also provide citizens with an excellent media "hook" with which to highlight the pollution problems at the target facility. Just publicizing the Report Card may force base officials or environmental regulators into doing their job.

Once you've gathered the following information, give a grade to the facility (A, B, C, D or F) in each of the five categories:

❶ **CLEANUP. Is the Federal Facility (FF) moving quickly to identify and eliminate toxic contamination?**

Does the FF take responsibility for its negative effects on public health or the environment? Has the FF identified contaminated sites? Does the FF cooperate with state and federal agencies responsible for overseeing clean-up? Is actual clean-up (remedial action) slated to

begin within a reasonable time at most of the facilities' sites? Is the level of cleanup sought, as well as time frame for completion, satisfactory? Has the FF chosen or is it exploring, appropriate cleanup technologies? Are the FF managers responsible for cleanup adequately trained to handle their responsibilities?

② WASTE MANAGEMENT. Does the Federal facility (FF) minimize its hazardous waste emissions?

Are toxic substances and hazardous wastes documented and stored properly? Are toxic substances and hazardous wastes treated or disposed of safely? Does the FF release toxic substances into the air, public sewage lines or surface waters? Is the FF prepared to deal with an accidental release of toxics and are neighbors informed of emergency plans? Are the FF managers responsible for the generation and handling of toxic substances adequately trained to lead their programs? Are FF employees, contractor employees and military personnel aware of the risks associated with the toxic substances that are present? Are they adequately trained to deal with them?

③ POLLUTION PREVENTION. Is the FF developing ways to reduce the use and generation of hazardous substances?

Has the FF established a long-term goal to eliminate the environmental release (including land disposal) of hazardous wastes? Has the FF made an effort to reduce the amount of toxic substances that it and its contractors use? Does the FF minimize waste by following sound inventory practices, particularly for short shelf-life items? Is there an active program to recycle used toxic materials? (Transferring waste to third parties for enclosing toxics in new products or burning toxics as fuel does not count as recycling.)

④ COMMUNITY RELATIONS. Does the FF keep the local community informed about its environmental problems and its plans for resolving those problems?

Does the FF communicate with interested members of the public and the press about environmental issues? Does it report its toxics releases? Is the public, including military dependents, aware of the extent of hazardous waste contamination and the risks that it poses? Is the public, including military dependents, aware of the volume and toxicity of hazardous materials and waste present on the FF, as well as those hazardous substances transported to or from the FF? Does the public have access to management and technical personnel, as well as public affairs officers? Are official FF statements accurate and complete? Does the FF have an advisory group that includes local officials and environmental activists? Are technical reports available, on loan, to environmental activists? Are activists permitted to take samples from reported contamination sites? Does the FF management actually listen to the public?

⑤ EFFORT. Does the current leadership of the FF appear genuinely committed to protecting public health and the environment from hazardous materials and wastes?

Here you should be grading the attitude of the base commander, his/her subordinates, and regional military staff. If they had the resources and regulatory approval, would they do the job right?

**GRASSROOTS ENVIRONMENTAL
EVALUATION OF FEDERAL FACILITIES
(GREEFF)**

REPORT CARD

Name of Military Base ☐ or Defense Contractor ☐ (please check one)

Address/Location

Subject

Grade (Circle One)

CLEANUP

A B C D F

WASTE HANDLING

A B C D F

POLLUTION PREVENTION

A B C D F

COMMUNITY RELATIONS

A B C D F

EFFORT

A B C D F

Date Completed:

Please attach any COMMENTS or explanation for these grades with this form.

**Please send a copy of your GREEFF Report Card to our
Military Toxics Network office:
2802 East Madison, Suite 177, Seattle, WA 98112.**

Part Three: COLLECTING INFORMATION

While there are many places to go for information, there is no tried and true, step-by-step pattern to follow to find what you need. Instead, it is more like putting together a puzzle. It may seem very confusing at first, but each bit of new information will help you fit together other pieces to bring the total picture into focus. For example, you may begin by contacting one government agency about a site, then discover you first need more information from the base commander or from a particular defense contractor.

Now that you understand that this will be a journey without precise maps, here are some guidelines that may help.

The first step to organizing any research project is to figure out what questions to ask. Sometimes, the questions are obvious. For example, if you discover that your drinking water is polluted, you want to find out who contaminated the water, how long you've been drinking it, and how this impacts on your health.

In other cases, it helps to hear about what others have done. For example, when a woman in San Jose, California, learned that her water was laced with methyl chloroform, she canvassed her neighbors and, without any scientific training, discovered a cluster of serious diseases. A few years and a few hundred thousand dollars later, county officials determined the same thing.

You also can take questions from the GREEFF Report Card or begin your research by identifying potential conflicts surrounding a situation. For instance, in reviewing plans for an industrial waste incinerator it helps to know the self interests and stated positions of the company, state and federal regulators, local governments, press and the unions.

Once you have an idea what you're looking for, check to see if someone else has already sought the same information. Many times they have. The task is to find out who and then pry it loose. The information may be in the hands of another activist, a reporter or a government official. Several groups in North Carolina concerned about toxic wastewater from a marine base, found a geologist who had tested heavy metal concentrations in a creek where a pipe belonging to the Marines ended. The **National Toxic Campaign Fund** also can help provide you with information collected on a national level that you can use locally.

Don't expect to immediately find what you are looking for. You'll be dealing with some of the largest bureaucracies in the world. Even if you had an up-to-date organizational chart, it wouldn't tell you exactly who has the responsibility, interest, and competence to deliver the goods. So if someone refers you to another official or agency, follow it up. Give the source of the referral when you call.

Getting your hands on good information about any environmental problem is a challenge. While some researchers are glad to share, often the information is in the hands of agencies or institutions that wish to conceal it. Even well-meaning government employees will put you on hold, transfer your call to other officials, or be unable to find particular documents.

If you don't seem to be getting anywhere, try to find an ally on the inside. Labor unions often represent workers at military facilities and contractor plants. They can be helpful, particularly when employees are threatened by the same hazards that put the public at risk. Be aware, however, that unless demonstrations or other protests are aimed right, employees may consider actions targeted against management to be a threat to their livelihood. But even if a worker who has blown the whistle on facility activities can't get the report to you, often just knowing that it exists is important.

Sometimes, you might find unusual allies. For example, some military contractors agree with citizen activists that the military is moving too slowly to replace ozone-destroying chemicals with safe substitutes. By knowing your allies you may get them to help get you information.

Once you've identified the source, you can organize to demand its release, using the Freedom of Information Act for federal agencies (detailed in the "Stone Wall" section) or by asking members of the press or legislative bodies to make an inquiry. If you're collecting technical material, don't expect to understand everything. Often, it's not that the information is extremely technical. It's that many government and engineering documents use lots of jargon (which is partly intended to mystify and "professionalize" the issues). Just make sure that you know what the reports cover, so when you need to go back to them, or you have the aid of an "expert," you can analyze them.

Finally, make sure to keep track of the source and date of each item in your files. It's important to be able to back up your charges later if an adversary questions you. A lot of non-academic folks also appreciate a well-placed footnote.

In short, when you gather information be prepared for a challenge. But don't give up! Many others have gone through similar experiences. Despite the frustrations and challenges, they have emerged knowledgeable and energized. By sticking with it, you can make a genuine difference in eliminating the hazards in your community.

A. Collecting Information on Cleanup

Regarding site cleanups, typical concerns of citizens include:

- The extent to which the contamination has been documented;
 - The pace of cleanup at the site;
 - The methods of cleanup to be used, and;
-

- Measures to be taken to protect the public, such as temporary or permanent evacuation of the residents provision of safe water supplies and other special concerns to the community.

Some knowledge of the most important laws, regulations and programs that apply to cleaning up contaminated sites will be necessary to your research and organizing. But don't get bogged down and frustrated reading this section. Read through it and then use it as a reference guide. Don't worry, there are very few people who memorize all this information. As you get deeper into your organizing, you will get more familiar with the terms.

❶ SUPERFUND

State and federal laws govern the cleanup of site of past hazardous waste dumping. The **Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA, 1980)**, better known as Superfund, governs hazardous waste site cleanups at the sites placed by EPA on the **National Priorities List (NPL)**. The NPL lists the sites judged by EPA to pose a substantial hazard to human health or the environment. Cleanup of sites put on the NPL, including military bases, are under the authority of EPA. Most states have "mini-Superfund" programs which parallel the federal program. They deal with sites that do not make the National Priorities List. The authority for these cleanups is usually the state's environmental authority.

The Preliminary Assessment/Site Inspection identifies and analyzes the risks from a hazardous waste site. This is where the EPA determines whether the risk is sufficient to put the site on the National Priorities List. Cleanups of military base toxic sites not listed on the NPL are under the authority of the Defense Environmental Restoration Program (DERP) within the Department of Defense.

2 DEFENSE ENVIRONMENTAL RESTORATION PROGRAM (DERP)

A few years ago, documenting problems on military bases was even more difficult. Military commanders misled the public or hid behind a veil of official secrecy. While not perfect today, things are better. All major domestic Defense Department properties and numerous formerly used facilities that have been found to be contaminated are now catalogued by the DERP. That change was due to a lot of hard work by Congress, state officials and grassroots activists. Contact the Military Toxics Network, and we can quickly provide DERP's summary of clean-up sites in your state.

The DERP list includes government-owned, contractor-operated facilities (known as GOCO's). Several GOCO's, like General Dynamics' Fort Worth complex and the Iowa Army Ammunition Plant, are on the Superfund list. At other locations, such as Lockheed's plant in Sunnyvale, California and Martin Marietta in Denver, GOCO's are integrated into larger, contractor-owned facilities.

3 FORMERLY OWNED DEPARTMENT OF DEFENSE PROPERTIES

The Army Corps of Engineers is responsible for inspecting properties formerly owned by the Defense Department. For a list of such facilities in your area, and what they contain, contact the closest Corps office. If that doesn't work, get a friendly legislator to make the request.

4 CURRENT CLEANUP INVENTORY ON BASE

Once you know which facilities require cleanup, call the base public relations office. Believe it or not, at some facilities the base publishes newsletters or brochures describing its environmental problems and its efforts to clean them up. In the long run, try to talk to the base commander, environmental officer, or engineers responsible for the facility. (In the Navy, for example, the regional office of the Naval Facilities Engineering Command supervises environmental investigation and remediation).

Also get hold of the Federal Facility Agreement (FFA) for a particular site. It is supposed to map the full extent of pollution at the site, and review the various technologies that may be applied for cleaning up. An FFA should provide a number of opportunities for you, as a member of the public, to comment on and shape the choice of cleanup technologies. If a community group wants to conduct its own review of the FFA done for sites which have made the National Priority List, it can apply to the EPA for a Technical Assistance Grant (discussed in Financial and Other Assistance section).

If you cannot get information from the base about a hazardous waste site, contact Ken Doxey at the Department of Defense Installation Restoration Plan headquarters in Washington D.C., 202/325-2211.

⑤ STATE AND FEDERAL REGULATORS

In addition to pursuing Pentagon sources of information, you can go to the regulators. If a site is on the Superfund NPL, the EPA and state agencies are responsible for overseeing investigation and cleanup. If it isn't, state regulators are responsible. Not all regulators are alike. If the agency or individual you reach is not responsive, find someone else who can help you.

⑥ PUBLIC HEALTH AGENCIES

Like the regulatory agencies, public health agencies contain dedicated professionals, as well as, bureaucrats who refuse to acknowledge problems. The federal **Agency for Toxic Substances and Disease Registry (ATSDR)** in Atlanta is supposed to do health assessments at Superfund sites, but its existing reports are limited in scope. Get a copy for your files, and then ask ATSDR to conduct a serious study.

Many states now have registries of cancer occurrences and other serious illnesses. In fact, activists on Cape Cod in Massachusetts were able to use state data to demonstrate that communities near Otis Air

Force Base (now the Massachusetts Military Reservation) had significantly higher disease rates than comparable communities.

If you think that water is poisoned, that fumes are spreading through the air, or that land nearby is contaminated, demand that tests be done. In some states or regions, local officials conduct such tests routinely, and they're happy to adjust their schedules to help out. However, if you don't trust the officials, or if they refuse to help, contact the **NTCF Citizen's Environmental Laboratory at 617-232-0327**. They'll tell you how to do your own sampling or suggest procedures for splitting samples with official testers.

Similarly, the federal **Occupational Safety and Health Administration (OSHA)** has the ability to inspect military installations. While its work does not focus on the handling of toxic substances, the agency often shows an interest when civilian workers are at risk of exposure. Contact your regional OSHA office to obtain OSHA inspection reports. Those inspection reports (available through the Freedom of Information Act; see "Stonewall" section) often reveal long-term problems as well as "accidents." Many states have equivalents of OSHA; check with your state government.

7 COMMUNITY RELATIONS PROGRAMS/TECHNICAL REVIEW COMMITTEES

More and more military bases are establishing community relations programs, designed to share information with base neighbors and to convince them that military officials are doing all they can to clean up. **Technical Review Committees (TRC)** are a key part of the program. Representatives from various government agencies, local mainstream organizations and often genuine environmentalists are asked to serve on such committees. Make sure that you or your allies are represented. Prepare before each meeting - which tend to be quarterly - and use them to collect additional information. Your active, knowledgeable participation on a TRC, even when the base leadership ignores your views, adds to your stature in the community.

Usually, as part of the community relations programs, bases make voluminous technical reports and legal documents available to the public by placing single copies in local, "depository" libraries and making them available on the base. Scan the documents to find out what's in them, copy or take notes about critical information and start looking for experts who can help you understand the materials.

B. Collecting Information on Toxic Releases

While base cleanup problems usually attract the first attention of the press and public, it is important to monitor and reduce ongoing toxic releases by military facilities. Some of those releases may be the result of poorly designed cleanup operations. Often they're caused by accidents or equipment breakdowns. Usually, however, they're part of the installation's normal polluting routine.

① NATIONAL ENVIRONMENTAL POLICY ACT (NEPA): NEPA requires any project which is built using federal funds or a federal license that would have a "significant impact" on the environment, to study the effects of various alternative plans. NEPA mandates "study it first," but it does not require that no environmental harm occur, or that the least harmful plan be picked. The study document, called an Environmental Impact Statement, gives important information to the public, forces consideration of possibly less harmful alternatives, and gives concerned citizens an important avenue of comment and influence on the process.

② NATIONAL RIGHT TO KNOW LAW: If you are dealing with a defense contractor, the National Right to Know Law (also referred to by activists and government officials as SARA Title III, because it was established in the Superfund Amendments and Re-authorization Act, SARA) gives the public the right to information about industries' use and emission of toxic chemicals. Documents available under this law include: 1) Toxic Release Inventory (TRI) data, which shows the types and amounts of toxic chemicals emitted into the air, water and land and 2) Material Safety Data Sheets (MSDS), identifying the chemicals used and showing potential health effects. TRI data for specific companies can be

obtained by contacting the hazardous waste office at the regional EPA (see Appendix).

However, if you are dealing with a military base, you should know that the law technically exempts these facilities from having to file this information. Nevertheless, you can demand that the base provide the same types of information as a "Good Neighbor," since such information is necessary to help you identify environmental and health concerns.

The **Military Toxics Network (MTN)** is working to get Congress to extend the TRI to federal facilities, but we don't expect results for a year or two. Meanwhile, it doesn't hurt the base commander to file this standard report voluntarily. It may take the military a little bit of time and money to collect the data required, but it's information that each base should know.

③ STATE AND FEDERAL REGULATORS: Even if you get Toxics Release Inventory data, treat it as only angle on the scene. It's worth collecting data yourself from state and federal regulators. Unfortunately, you have to go to many sources. Environmental authority is dispersed among federal (usually EPA), state, local or regional agencies. Often they work together, but you won't know which regulators have the best grip on the situation until you start asking. The EPA, for example, has computerized records on major emitters of smog-producing gases, including some toxic "volatile organic compounds," but a local air quality district - like the one in Sacramento, California - may have done its own study of toxic emitters.

Within each state (and the EPA), different offices are responsible for different types of pollution. At each level of government you need to inquire separately about air releases, wastewater (sewage) releases, drinking water quality, and land (on-site and off-site) disposal of hazardous wastes. Responsibility for wastewater monitoring and drinking water depends on whether the federal facility shares pipes with local agencies.

In addition to information about actual releases, you can obtain copies of permit applications, hearings, and actual permits from regulatory agencies. These generally give estimates of releases, not actual contamination.

Defense contractors and bases are required to apply for state permits, such as those for state hazardous waste or clean water regulations. States have willingly levied fines for violations, and the military has paid penalties.

For a hazardous waste site that is not on the NPL, state or local records may be helpful, provided that the state or locality has taken an active interest in the site. Local health and/or environmental officials may have information on where the base stores or has disposed solid and/or hazardous waste.)

Regulators can also report whether the facility is in compliance with applicable laws and regulations. This is useful information, but it is not the same as release data. Just because a facility is permitted to release hazardous materials into the environment doesn't mean that it's safe. Often regulators issue citations for administrative violations, such as deficient record keeping or planning, that do not involve actual toxic releases.

Finally, the submissions of base officials to local emergency planning agencies - required by law but not always done - may contain useful information about the presence of toxic substances on a base or on the transportation of hazardous materials and wastes.

④ SPECIFIC WATER, AIR AND HAZARDOUS WASTE LAWS AND REGULATIONS

Water Pollution Under the Clean Water Act, every facility that discharges pollutants into U.S. waters is required to obtain a National Pollution Discharge Elimination System (NPDES) permit, which shows the amounts of pollutants that the facility treats and then puts into the water.

You should find both the NPDES permit and monitoring reports on the military base. Comparing the permit with the monitoring data will tell you if the base is at least complying with its permit.

The permit does not, however, guarantee that the discharges from the base are harmless. Permits are based on certain assumptions, (for instance, about the ability of the receiving water body to dilute pollutants) and those assumptions may be false. For strategies on learning about toxic air releases, see "General Information on Use and Emission of Hazardous Materials."

The General Accounting Office recently found that on average about 22% of DoD's major dischargers were violating the Clean Water Act in any given quarter.

Air Pollution Under the Clean Air Act, proposed, expanded, or rebuilt large stationary air pollution sources (such as incinerators or power plants) must obtain "construction" permits. Proposed permits are subject to public comment and/or a public hearing. Permits and enforcement are handled by local officials and state environmental officials. At this time the list of regulated toxics is very limited; thus the major information you will get by examining permits and monitoring reports will be whether the base has a history of permit violations. This information will help you when organizing or opposing new air pollution sources.

Hazardous Waste The Resource Conservation and Recovery Act (RCRA) is particularly important because it governs all phases of hazardous waste storage, transportation, treatment, and disposal. Though the military does not recognize the authority of the states and EPA to enforce RCRA, most facilities allow inspections or file reports. As with other federal laws, there are "thresholds" which must be reached to trigger RCRA.

In the files of EPA or the military base, there may be notices of violations issued by EPA or state or local agencies. Along with such notices, one may also find "consent agreements" or agency orders detailing the steps that the base must take to end such violations.

“That stuff was buried 40 years ago. It's ancient history. Don't go trying us for the sins of our forefathers.”

U.S. Army Public Affairs Officer Rick Fulton, Dugway Proving Grounds, Utah, quoted by Ron Dionne, "Army Base Contractors Dig up Chemical War," In These Times, January 14-20, 1987, p.7

C. Collecting Information On Contractors

If the facility you are researching is a military contractor as opposed to a military base, you may end up using many of the same sources and techniques you would when studying federally-owned facilities. There are a few differences, however.

First, you might not be sure whether a factory or lab is indeed a military contractor. If calling the facility and checking with the press doesn't help, contact the **Military Toxics Network (MTN)**. We collect the Defense Department's detailed annual reports on military contracting.

Second, if the business is publicly owned, you can develop a profile of its activities by requesting (by letter or phone), copies of its annual report, a 10K report (an official annual report to the Securities and Exchange Commission), quarterly reports, and most recent prospectus. If the facility is part of a huge multinational corporation, ask for any reports from the division or site. Make simple requests; the clerks who handle them don't care why you want the information. You also can get

much of the same information from a public or academic library. Just ask the reference librarian for help.

If the facility is a major manufacturer, it is required to report large releases of toxic wastes through the Toxics Releases Inventory (TRI). Though this is a federally operated program that you can use "on-line" via computer, usually the easiest and cheapest way to get data is to ask your state TRI contact. You can obtain a TRI pamphlet with a list of state contacts, by calling 800-535-0202. Remember, TRI data is useful, but it depends upon the companies to submit accurate, reliable data. Use it in conjunction with reports from regulators. Some states, such as California, are developing more stringent requirements for reporting toxic releases.

As mentioned above, Government Owned, Contractor-Operated facilities (GOCO's) are supposed to file TRI data, but because their plants are owned by the government, they may not know (or admit knowing) that they have to comply. If EPA or your state contact don't have data on a specific large weapons manufacturing plant, ask why!

Though a large number of contractor-owned plants have toxic cleanup problems, few are on the Superfund list. Instead, many are held responsible for contamination at sites where their hazardous wastes were trucked. Ask if a company is listed as a PRP (Potentially Responsible Party) for any Superfund site. If you don't get a good answer, ask the EPA or state environmental office who the PRP's are for Superfund sites in your area.

D. Collecting Information On Financial and Other Assistance

① TECHNICAL ASSISTANCE GRANTS: It is possible to apply for Technical Assistance Grants (TAG Grants) of up to \$50,000 from the EPA to independently review documents pertaining to Superfund sites on the NPL. The money is intended to fund community organizations to either train themselves or to hire experts to review the documents. We believe

that grassroots environmental groups should receive such subsidies, not just at Superfund sites, but at other facilities requiring substantial cleanup.

② EXPERTS: Even without such subsidies, you may be able to find help, like the university chemist who analyzed fish tissue near the Jacksonville Naval Air Station. Universities are filled with experts who want to put their skills to good use and with students who want to learn. You can also ask the National Toxics Campaign Fund for names of experts they have used at other sites around the country.

③ PRESS: The local newspapers may have articles on toxic waste problems in the area. The editor and reporters may be excellent contacts to maintain, particularly if your quest for information will later become a campaign for action. Reporters can do some of your investigative work. A base commander who may not return your calls might talk to the local media.

④ ENVIRONMENTAL ASSESSMENTS: Anytime the military proposes a new project or construction activity, the National Environmental Policy Act requires it to perform an environmental assessment. If that initial study shows that the activity will affect the environment, it is supposed to produce a full environmental impact statement (EIS). Usually the armed services carry out EIS's when closing bases, too.

Both the assessments and especially the full studies generate voluminous reports, a large portion of which are probably irrelevant for your work. Yet they often contain both fundamental information about the facility as well as key "gems" of environmental disclosure.

Get copies of all published materials, and if necessary, testify at public hearings to demand more information. The EIS process also provides excellent opportunities for organizing affected people and opposing irresponsible projects. While EIS's seldom recommend a halt to a project for environmental reasons, the delay and conditions proposed by the process can help block the action or significantly reduce its environmental costs.

⑤ COURT ACTION: Finally, any court action initiated either by private attorneys or by government agencies creates its own record. While court documents may contain a lot of legalistic verbiage, they may also contain environmental gems, particularly if citizens suing the military filed discovery motions (legal demands for information). Of course, if other residents were suing to recover for damage to public health or the environment, they may be willing allies, delighted to share information with you.

Part Four: WHAT DO I DO IF I HIT A "STONE WALL"?

Unfortunately, it is not all that unusual for federal, state, and local environmental officials, along with military officers, to "stonewall" when asked questions about local environmental hazards. There are countless examples in the files of the **National Toxic Campaign Fund** where corporate or government officials have attempted to conceal information identifying a substantial environmental hazard.

Usually you can get the information that you want if you knock on the correct door. If the people behind that door haven't yet learned that the public (which pays their salaries) has the right to know, then go to their superiors. If worse comes to worse, then NTCF and your group can take the issue up with Congress.

“The Army was aware of pollution problems at the Twin Cities Army Ammunition Plant in the 1970s and compiled an internal report in 1978 on past disposal practices. Unfortunately, the Army did not alert [Minnesota] State or federal environmental officials to the report's findings.”

Minnesota Attorney General Hubert Humphrey III

Here are a few hints for getting the information despite official reticence:

A. GO TO YOUR ELECTED OFFICIALS

Both the military and EPA are political entities. Therefore your congressperson and senators, who wield budgetary and political

powers, could and should be your allies. In addition, state and local politicians can either help directly with the military base or indirectly put pressure on federal politicians and officials.

While politicians usually seek compromise, they are often willing to help you gather information. If things become confrontational, they will most likely help if you are ORGANIZED and represent more than one voice or vote.

B. LEAVE A PAPER TRAIL

Informal relationships can be important. However, if you are having difficulty winning the cooperation of key officials, it is important to create a paper trail -- i.e. to put everything in writing and to COPY EVERYTHING. Photocopy your letters to government officials. Send important letters to officials via certified mail so that you will have a receipt proving that the official received your letter.

C. FILE A FREEDOM OF INFORMATION ACT REQUEST

If you are not satisfied that you know everything there is to know about the potential problems of a site, file a Freedom of Information request. The Freedom of Information Act (FOIA) gives citizens the right to government documents unless they fit into one of several exceptions to public access. All records kept by the military are supposedly subject to FOIA. This can be a helpful tool to gather information that might otherwise be missed and to challenge assertions that information regarding toxic contamination conditions cannot be disclosed due to "national security interests." After all, a threat to our environment is a threat to our security.

An excellent example of FOIA's potential are the recent reports concerning radioactive emissions from the Hanford (Washington) Nuclear Reservation from 1944 to the mid-1960s. These emissions were kept secret until February 1986 when the Hanford Education Action League filed a FOIA. The 19,000 pages of documents obtained by the League showed that, from 1944 to 1955, the Hanford Reservation poured

530,000 curies of radioactive iodine into the water; thousands of times more than released during the Three Mile Island incident, and comparable to the disaster at Chernobyl.

If the letter is not signed by a non-profit organization, you may be assessed a per-page copying charge for documents requested under the Freedom of Information Act.

The government is required to tell you if there are any documents being withheld from you, and why those documents are being withheld. You have the right to appeal that decision to the next higher authority (as described in their letter to you).

Your federal representatives may be very helpful in your FOIA request. At the bottom of your request, type "CC: Congressperson A", "Senator B," and "Senator C". You can also list your governor, state representative, and state senator. Then send a copy of the request to each of the individuals that you've listed, with a cover letter explaining your concerns.

SAMPLE REQUEST FOR FEDERAL DOCUMENTS USING THE FREEDOM OF INFORMATION ACT

Base Commander
Dirty Mess Proving Grounds
Anonymous, TX 00080

Dear Sir or Madam:

Pursuant to the Freedom of Information Act and amendments thereto, I am hereby requesting copies of all files, records, and documents possessed by Dirty Mess Proving Grounds which relate to air and water pollution, hazardous waste use, storage, and disposal, and any environmental violations or problems at Dirty Mess. We request the opportunity to review these documents, and to copy aspects that we will identify after inspection.

If you choose to deny this request, in any part, I would like to know exactly what is being denied, and the basis under the law for such a denial.

[If you are approved by the IRS as a non-profit organization, add following: The [name of your group] is a non-profit organization under 26 U.S.C.501(c)(3) devoted to protecting the environment and public health from toxic hazards. We request a waiver of all fees in relation to your response to this request and duplication of all relevant files. If our request is denied, please postpone duplication once the cost of the response exceeds \$10.

In this regard please note:

1. The use proposed for the documents is to review and analyze the documents for use in discussions with the public, the EPA and the media. No income is expected to be derived from or as a result of the receipt of such documents.
2. We anticipate publishing information gained from our request for general public distribution.
3. The public will benefit from this use by becoming better informed as to the policies and actions of the [military base or EPA].
4. No "specialized" use of the documents is contemplated at this time.

Sincerely,
[name and organization (if any)]

Part Five: USING THE MEDIA

You will have to decide whether it is more appropriate to release information about environmental problems at a news conference or by using a news release with follow-up calls. One consideration is having something for the television cameras to focus in on. For example, a map showing contaminated sites on a military base and proximity to your neighborhood is a good visual. News conferences also are good forums to release breaking news or to have an outside expert speak.

If you don't think you have enough hard news or good visuals to do a press conference, it may be best to only issue a news release and to make follow-up calls. Consider which issues and events will be most newsworthy in the long run. While it is helpful to keep reporters informed of day-to-day developments so that they have a strong background on the story, encourage reporters to come to the events that will really make news. Maintaining good professional relationships with reporters is important. Both of you should respect and value each other's time.

Planning a News Conference

❶ PICK AN APPROPRIATE AND ACCESSIBLE LOCATION

- Familiar to media and close to major outlets.
- Connected to topic (e.g. in front of site symbolizing issue such as corporate office or military base).
- Easy to get cameras into--sufficient space, light, electrical connections if inside; no conflicting sound.
- Check on the need for permission--get it in writing.
- Physically scout the location out to make sure everything is OK.

❷ CHOOSE A CONVENIENT TIME

- 10:00 am to 4:00 pm is generally best for morning newspapers, TV and radio.
 - Try to avoid conflict with other newsworthy events:
 1. Look at schedules in newspaper calendars.
-

2. Check with the "day book" maintained by branches of the national wire services about their schedule for particular dates, convention bureaus and other master schedule sources.

3. Ask allied groups and friendly media.

③ NOTIFY MEDIA WELL IN ADVANCE

- Mail advisory/notice of a news conference in outline form to arrive no later than the day before the event.
- Send to news directors and editors as well as any journalists who previously covered your group or related issues.
- Hand deliver notices to reporters at State House, City Hall, press galleries, etc. if appropriate.
- Call or fax the notice to the wire service, i.e. Associated Press (AP), and other event calendars serving local media.

④ WRITING A RELEASE FOR A NEWS CONFERENCE OR AS A STAND-ALONE PIECE

- Make it as easy as possible for the newspaper to use your release (reporters frequently re-type releases as is or with few changes into the newspaper)
 1. Write releases as a reporter would write a story-in a third person, objective style.
 2. Interject strong quotes from no more than three people or sources.
 3. Emphasize the most important points of the issue succinctly.
- Don't put dry facts in quotations - quotes are the place for anecdotes, parallels, or for subjective interpretation.
- Limit releases to two double-spaced typed pages.

⑤ REMIND REPORTERS/PRODUCERS AT MAJOR MEDIA OUTLETS

- Pitch the story and call news directors and key reporters to make sure they received news release or reports.
 - Place brief last minute calls on the morning of the event--offer to do phone interviews and to get the release to those who can't cover.
-

⑥ REHEARSING SPOKESPEOPLE/READYING THE SITE

- Limit number of speakers to three or four--the entire news conference should take less than half an hour.
- Walk through event at actual site to test logistics.
- Practice responding to "tough" questions.
- You can hand feed quotes you want reporters to use. Think up several clever statements before the conference and include them into your talk.
- Reproduce copies of full report to hand out/deliver to interested outlets.
- Hang organizational banners to visually reinforce identity of event sponsors.

⑦ RUN EVENT SMOOTHLY

- Sign-in reporters and give out releases/reports.
- Introduce all speakers first and explain event format. Spell out confusing names.
- Offer to deliver release and report to anyone expressing interest but who can't come.
- Coordinate questions and answers--make sure less aggressive reporters get a chance.
- End news conference on schedule and offer individual interviews for remaining questions.

⑧ FOLLOW-UP

- Immediately respond to any unanswered questions or requests for additional information.
 - Call key reporters who were absent--offer to do phone interviews or visit in person.
 - Deliver releases to other outlets that did not cover event--mail to weekly papers and magazines.
 - Tape television and radio stories, copy newspaper articles, and send to **National Toxic Campaign Fund**.
 - Draft letters-to-the-editor to correct errors and to elaborate on particular points.
 - Call editors about particularly inaccurate stories.
-

- Use copies of news clips to get more coverage (i.e. by sending them to talk show producers and editorial writers).
- Thank anyone who did an especially good story.

Whether you decide to hold a news conference or to only issue a news release, it is important to be aggressive. Don't assume any story will sell itself. When in doubt, always stress the local angle to any story or tie the local angle to the national or international story. If you live in an area where the local media refuses to cover military toxics issues, the Military Toxics Network can help you place your story in a larger media market outside your community and can put you in touch with others who have been successful at getting their story covered.

COMMONLY USED ABBREVIATIONS

ARARs	Applicable or Relevant and Appropriate Requirements (for Superfund cleanups)
CAA	Clean Air Act
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CWA	Clean Water Act
DERP	Defense Environmental Restoration Program
DoD	Department of Defense
EIS	Environmental Impact Study
EPA	Environmental Protection Agency
IAG	Inter-Agency Agreement
IRP	Installation Restoration Program
NEPA	National Environmental Policy Act
NPDES	National Pollution Discharge Elimination System
NPL	National Priority List
RCRA	Resource Conservation and Recovery Act
ROD	Record of Decision
SARA	Superfund Amendments and Re-authorization Act)

PHONE NUMBERS FOR KEY FEDERAL CONTACTS

① ENVIRONMENTAL PROTECTION AGENCY REGIONAL OFFICES:

Region I (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont)

Federal Facilities Coordinator: Anne Fenn, 617/565-3927

Waste Management Division Dir: Merrill S. Hohman, 617/573-5700

Region II (New Jersey, New York, Puerto Rico)

Federal Facilities Coordinator: Bob Hargrove, 212/264-6723

Waste Management Division Director: Conrad Simon, 212/254-2301

Region III (Delaware, Maryland, Pennsylvania, Virginia, West Virginia)

Federal Facilities Coordinator: Lorraine Urbiet, 215/597-9302

Waste Management Division Dir: Stephen Wassersug, 215/579-8131

Region IV (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)

Federal Facilities Coordinator: Arthur Linton, 404/347-3776

Waste Management Division Director: Patrick Tobin, 404/257-3454

Region V (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)

Federal Facilities Coordinator: Elmer Shannon, 312/353-1394

Waste Management Division: Basil Constantelos, 312/886-7579

Region VI (Arkansas, Louisiana, New Mexico, Oklahoma, Texas)

Federal Facilities Coordinator: James Highland, 214/655-2260

Waste Management Division Director: Allyn Davis, 214/655-6700

Region VII (Kansas, Iowa, Missouri, Nebraska)

Federal Facilities Coordinator: Craig Bernstein, 913/551-7688

Waste Management Division: David Wagoner, 913/551-7050

Region VIII (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)

Federal Facilities Coordinator: Elmer Chenault, 303/330-1644

Waste Management Division Director: Robert Duprey, 303/293-1720

Region IX (Arizona, California, Hawaii, Nevada)

Federal Facilities Coordinator: Rachel Dagovitz, 415/556-5102

Waste Management Division Director: Jeffrey Zelikson, 415/484-2100

Region X (Alaska, Idaho, Oregon, Washington)

Federal Facilities Coordinator: Clark H. Smith, 206/442-1327

Waste Management Division Director: Charles Findley, 206/442-1906

② OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION REGIONAL OFFICES

Region I (CT, MA, ME, NH, RI, VT)

16-18 North Street, 1 Dock Square Building, 4th Floor
Boston, MA 02109; (617)223-6710

Region II (NJ, NY, Puerto Rico, Virgin Islands)

1 Astor Plaza, Room 3445, 1515 Broadway
New York, NY 10036; (212)944-3432

Region III (DC, DE, MD, PA, VA, WV)

Gateway Building, Suite 2100, 3535 Market Street
Philadelphia, PA 19104; (215)596-1201

Region IV (AL, FL, GA, KY, MS, NC, SC, TN)

1375 Peachtree Street, N.E. Suite 587
Atlanta, GA 30367; (404)881-3573

Region V (IL, IN, MI, MN, OH, WI)

230 South Dearborn Street, 32nd Floor, Room 3244
Chicago, IL 60604; (312)353-2220

Region VI (AR, LA, NM, OK, TX)

525 Griffin Square Building, Room 602
Dallas, TX 75202; (214)767-4731

Region VII (IA, KS, MO, NE)

911 Walnut Street, Room 406
Kansas City, MO 64106; (816)374-5861

Region VIII (CO, MT, ND, SD, UT, WY)

Federal Building, Room 1554, 1961 Stout Street
Denver, CO 80294; (303)844-3061

Region IX (American Samoa, AZ, CA, Guam, HI, NV, Pacific Trust Territories)

P.O. Box 36017, 450 Golden Gate Avenue
San Francisco, CA 94102; (415)556-7260

Region X (AK, ID, OR, WA)

Federal Office Building, Room 6003, 909 First Avenue
Seattle, WA 98174; (206)442-5930

③ MILITARY INFORMATION OFFICES**ARMY**

Chief, Records Management Division
Office of the Adjutant General
Headquarters Department of the Army (DAAG-AMR-S)
Washington, D.C. 20310

AIR FORCE

Freedom of Information Office
Department of the U.S Air Force
HQ USAF/DAAD
Washington, D.C. 20330

NAVY

Director
Naval Records Management and Information Division
Chief of Naval Operations (OP-09B1P)
Department of the Navy
Washington, D.C. 20350

DEFENSE LOGISTICS AGENCY

Director
Defense Logistics Agency
DLA-XA
Cameron Station

The Military Toxics Network

“It is time for the American people to understand that a threat to our environment is indeed a threat to our security. We invite you to join our campaign to make the military more accountable and work for environmental security in America.”

Dyan Oldenburg
Military Toxics Network

☐ Join MTN!

Write or call MTN's office, or use the order form below. Members of MTN receive a subscription to *Touching Bases*, the newsletter of MTN.

☐ Buy the report!

Buy a copy of **"The U.S. Military's Toxic Legacy: America's Worst Environmental Enemy"** for \$20.00. This 100 page report documents the Pentagon as the largest generator of hazardous waste in America, as well as a major purchaser and user of toxic chemicals. In over 1500 communities nationwide, the Department of Defense and its military contractors have created more than 14,400 toxic waste sites, including 96 bases on or prosed for the "Superfund" National Priorities List.

☐ Get an info kit!

Receive an information kit on the Military Toxics Network (MTN). This kit includes a Summary of **"The U.S. Military's Toxic Legacy: America's Worst Environmental Enemy,"** and a copy of *Touching Bases* (the newsletter of MTN).

Military Toxics Network - 2802 East Madison, Suite 177, Seattle, WA 98112

Name: _____

Address: _____

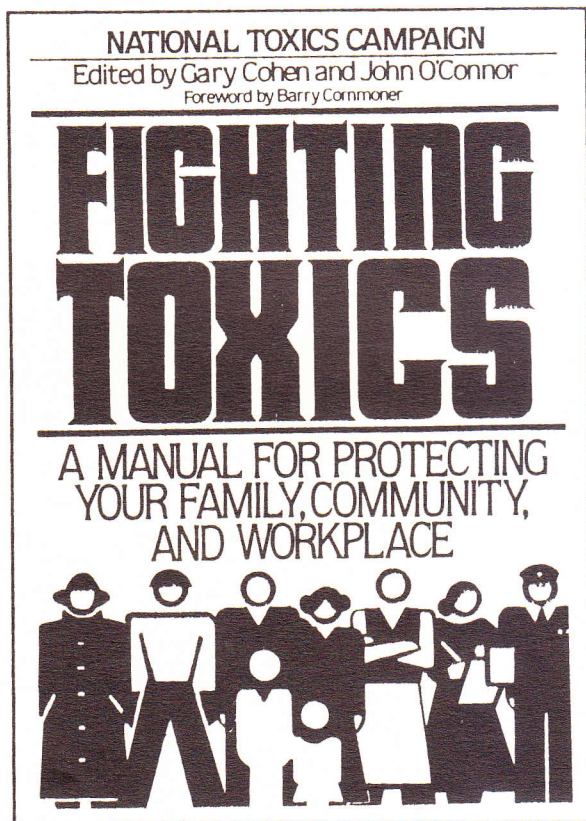
Phone: _____

Organization (if any): _____

☐ Sign me up for MTN!

☐ I want to get the report. Enclosed is a check or money order for \$20.

☐ Send me an info kit!



**The National Toxics Campaign
announces the publication of:**

FIGHTING TOXICS
**A Manual for Protecting Your
Family, Community and Workplace.**

**Edited by Gary Cohen and John O'Connor
National Toxics Campaign**

Foreword by Barry Commoner

Published by Island Press

The incidence of birth defects in the United States has doubled during the past 25 years, and tests have detected 200 different industrial chemicals in the body tissue of randomly-tested adults. The health risks from toxic exposures are no longer limited to isolated instances such as Love Canal -- they are all around us. The good news is this: you can do something to protect your family and your community from toxic dangers.

This book explains how to organize your community; how to influence corporate business practices; how to obtain information on the threats in your area using the Freedom of Information Act, the new National Right-to-Know law and local sources; and how to work effectively with the media. It includes a comprehensive guide to help communities wage and win local toxics campaigns and offers innovative ideas about making the law work for you.

"In communities around the world we must learn how to pressure polluters and municipalities to take the right actions to protect the environment and public health. That is why this book is so essential. The National Toxics Campaign has put together a blueprint that shows how citizens can prevent pollution in their local communities. **Fighting Toxics** is a primer on environmental democracy. It offers a cohesive strategy for teaching citizens how they can gain control over decisions that affect the economic and environmental health of their communities. I hope that everyone who cares for the planet and their community reads this book and takes action to defend them both from the growing environmental assault."

From the foreword by Barry Commoner

Available from the National Toxics Campaign for \$20.00 in paperback. Contact the National Office to place an order.

The Citizens' Environmental Laboratory Fight Back Against the Poisoning of America!

All over the United States, the health and environment of communities is endangered by toxic contamination. Cancer is rampant. Children die of rare diseases. Residents suspect there's a problem, but lack the information and data to prove it. Industry commonly conceals information about risks from their chemical releases, while government agencies charged with protecting the public do the minimum. People have been left to fend for themselves.

That's where the **National Toxics Campaign** comes in. The **National Toxics Campaign Fund** recently opened the **Citizens' Environmental Laboratory** to provide low cost, reliable testing for communities at risk from toxic contamination. We operate the nation's only full-service laboratory geared entirely to testing in communities facing toxic threats.

We can automatically quantify up to 56,000 pesticides, petrochemicals and other organic pollutants. Our full service lab can analyze water, soil, air and waste

samples. Prices for analyses are typically **less than half** charged by commercial laboratories.

Who Can Use the Lab?

The Lab is open to all organizations that become members of the **National Toxics Campaign**. Our lab staff work with each group individually to ensure that we conduct the tests you need at the minimum possible price. In addition, all dues from new member organizations will be fully credited toward the cost of any analyses.

How Do I Get Started?

Join the **National Toxics Campaign** and obtain a complete information kit describing laboratory procedures and handling instructions. Together we can stem the toxic tide that is threatening our global and local environment.

The National Toxics Campaign
1168 Commonwealth Avenue
Boston, Mass. 02134

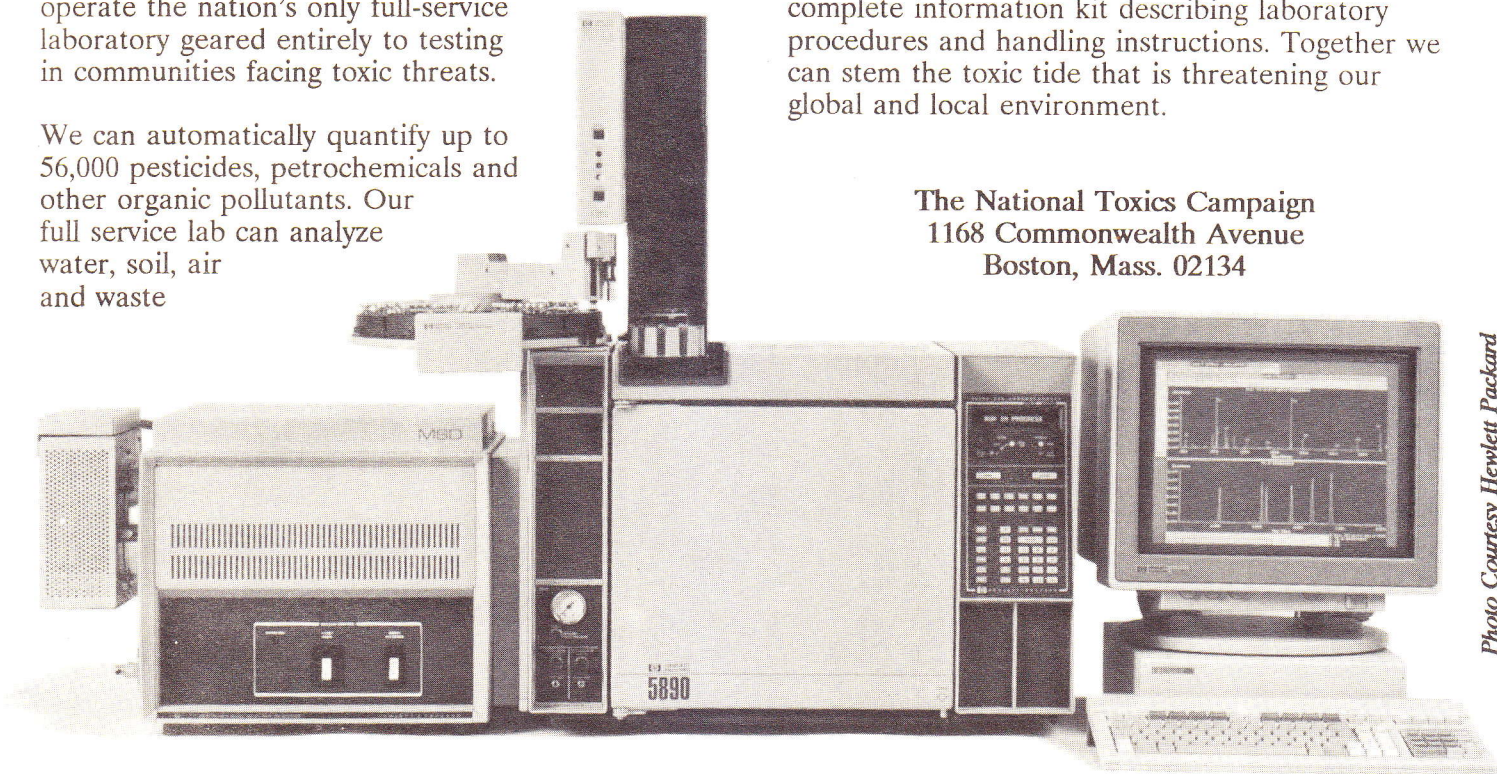


Photo Courtesy Hewlett Packard

